



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Transportation Development Act (TDA) Claim for
Fiscal Year 1994-95

MEETING DATE: February 15, 1995

SUBMITTED BY: Assistant City Manager

RECOMMENDED ACTION: The City Council adopt Resolution No. 95-24 (Exhibit A) approving the 1994/95 Transit Development Act (TDA) claim to support transit and street projects.

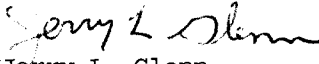
BACKGROUND INFORMATION: The City annually submits a claim for TDA funds to the Council of Government (COG). These funds are available for transit and street maintenance projects.

As you can see, this claim contains Federal funds. That claim will be submitted to the City Council at its meeting of March 1, 1995. This claim will mirror our Federal claim with the exception of the expansion of the Transit Office. We are claiming for transit purposes \$240,915 of the \$1,142,709 available TDA funds. The remainder of the funds will be used for street maintenance and street improvement projects.

The claim attached is labeled draft as we forwarded a preliminary copy to COG for comments. If they suggest changes, we will prepare a new claim which will be available at the February 15, 1995 Council meeting.

FUNDING: Transit Development Act.

Respectfully submitted,


Jerry L. Glenn
Assistant City Manager

JLG:br

Attachment

CCOM-187/TXTA.07A

APPROVED: _____

THOMAS A. PETERSON
City Manager



recycled paper

LOCAL TRANSPORTATION FUND

DRAFT

TO: San Joaquin County Council of Governments
P.O. Box 1010
Stockton, CA 95201-1010

FROM: CITY OF LODI

(applicant)

ADDRESS: CITY HALL, 221 W. PINE ST., P. O. BOX 3006, LODI, CA 95241-1910
(city, zip)

CONTACT PERSON: Jerry L. Glenn

PHONE: (209) 333-6700

The CITY OF LODI hereby requests, in accordance with Chapter 1400, Statutes 1971 and applicable rules and regulations, that its annual transportation claim be approved in the amount of \$1,140,866 for fiscal year 1993-94, to be drawn from the Local Transportation Fund.

When approved, please transmit this claim to the County Auditor for payment. Approval of the claim and payment by the County Auditor to this applicant is subject to such monies being on hand and available for distribution, and to the provisions that such monies will be used only in accordance with the terms of the approved annual financial plan.

The claimant certifies that this Local Transportation Fund claim and the financial information contained therein, is reasonable and accurate to the best of my knowledge, and that the aforementioned information indicates the eligibility of this claimant for funds for the fiscal year of the application pursuant to CAC Section 6634 and 6734.

APPROVED:

San Joaquin County Council
of Governments

By: BARTON MEAYS
Executive Director

Date: 19 95

Applicant: City of Lodi

Signed:

Name: Thomas A. Peterson

Title: City Manager

Date: 19 95

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STATE TRANSIT ASSISTANCE CLAIM

TO: San Joaquin County Council of Governments
P.O. Box 1010
Stockton, CA 95201-1010

FROM: CITY OF LODI

(applicant)

ADDRESS: CITY HALL, 221 W. PINE ST., P. O. BOX 3006, LODI, CA 95241-1910
(city, zip)

CONTACT PERSON: JERRY L. GLENN **PHONE:** (209) 333-6700

This claimant, qualified pursuant to Sections 99313.6, 99314.5 and 99314.6 of the Public Utilities Code, hereby requests, in accordance with Chapter 1400, Statutes of 1971 as amended, and applicable rules and regulations, that an allocation be made in the amount of \$ 1,400 for fiscal year 1993-94, to be drawn from the State Transit Assistance trust fund of San Joaquin County.

Allocation instruction and payment by the County Auditor to this claimant are subject to such monies being on hand and available for distribution, and to the provisions that such monies will be used only in accordance with the terms of the approved claim.

The claimant certifies that this State Transit Assistance Fund Claim and the financial information contained herein, is reasonable and accurate to the best of my knowledge, and that the aforementioned information indicates the eligibility of this claimant for funds for the fiscal year of the application pursuant to CAC Section 6634 and 6734.

APPROVED:

San Joaquin County Council
of Governments

By: BARTON MEAYS
Executive Director

Date: _____ 19 _____

Applicant: City of Lodi

Signed: _____

Name: Thomas A. Peterson

Title: City Manager

Date: _____ 19 95

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TRANSPORTATION DEVELOPMENT ACT APPORTIONMENTS

I. Local Transportation Fund Available Apportionment

A. Area Apportionment 1994-95	\$	<u>953,695</u>
B. Pedestrian/Bicycle Apportionment		<u>19,869</u>
C. Previous Years' Unclaimed Apportionment		<u>86,052</u>
D. Unexpended Carryover		<u>81,250</u>
E. Total Available for 1994-95 Claim(s)		<u>1,140,866</u>
F. Less any LTF Already Claimed 1994-95		<u></u>
G. TOTAL AVAILABLE FOR THIS CLAIM (Also enter on page 9, 1st column)	\$	<u>1,140,866</u>

II. State Transit Assistance Fund Available Apportionment

A. Area Apportionment 1994-95	\$	<u>-0-</u>
B. Special Operator Apportionment 1994-95		<u>1,400</u>
C. Previous Years' Unclaimed Apportionment		<u>443</u>
D. Unexpended Carryover		<u>1,843</u>
E. Minus 2% of A. Claimed on Behalf of COG for Transit Planning		<u>(-0-)</u>
F. Total Available for 1994-95 Claim(s)		<u>1,843</u>
G. Less any STA Already Claimed 1994-95		<u>-0-</u>
H. TOTAL AVAILABLE FOR THIS CLAIM (Also enter on page 9, 2nd column)	\$	<u>1,843</u>

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TRANSPORTATION DEVELOPMENT ACT ALLOCATIONS

<u>Claim Purpose</u>	I. LTF	II. STA
I. PUBLIC TRANSPORTATION		
Article 4 (99260)-Operator ¹	<u>239,512</u>	<u>1,843</u>
Article 8 (99400(c)) Contractor operating	<u></u>	<u></u>
Article 8 (99400(e)) Contractor capital	<u></u>	<u></u>
II. PEDESTRIAN AND BICYCLE		
Article 3 (99234)	<u>19,867</u>	<u>N/A</u>
III. ROADS AND STREETS		
Article 8 (99400(a))	<u>881,487</u>	<u>N/A</u>
IV. OTHER		
Article 8 (99400(b,c,d,e))	<u></u>	<u></u>
////////////////////////////////////		
TOTAL THIS CLAIM	<u>1,140,866</u>	<u>1,400</u>
TOTAL AVAILABLE FOR THIS CLAIM (from page 8, I. G. and II. H.)	<u>1,140,866</u>	<u>1,843</u>
UNCLAIMED APPORTIONMENT (TOTAL AVAIL. less TOTAL THIS CLAIM)	<u>0</u>	<u>443</u>

IMPORTANT: To avoid accidental overpayment, please identify and itemize in the space below any unexpended carryover included in the amounts being claimed above. Identify the amount of carryover and the purpose for which it is being reclaimed. Attach pages as necessary.

¹ Operators claiming STA funds must meet qualifying criteria (PUC Section 99314.6). Page 17 of this form must be completed.

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PART I - PUBLIC TRANSPORTATION DIAL-A-RIDE

PLEASE CIRCLE EITHER:
Article 4 Operator
Article 8 Contractor

FINANCIAL INFORMATION

		1993-94	1994-95
		PLEASE CIRCLE ACTUAL or ESTIMATE	BUDGET
I.	OPERATING REVENUE		
401	Passenger Fares	62,375	82,760
402	Special Transit Fares		
405	Charter Service Revenues		
406	Auxiliary Transportation Revenues (includes advertising)		
407	Non-Transportation Revenues	2,444	2,500
408	Tax Revenue (Specify:)		
	Property Tax	237,000	172,412
	Sales Tax (not TDA)		
409	Local Grants & Reimbursements		
	Purchase of Service		
	Local Transportation Fund(LTF)		
410	Local Special Fare Assistance		
411	State Cash Grants & Reimbursements		
	State Transit Assistance (STA)		
	Other		
412	State Special Fare Assistance		
413	Federal Grants & Reimbursements (Specify) FTA Grants	118,486 (1)	172,413
430	Contributed Services (Not Cash)		
440	Subsidy from other Sector of Operations		
TOTAL		442,686	453,085
II.	CAPITAL REVENUE		
464	Capital Grants & Subsidies		
	Specify Fed, State, Local:		
	Fed		114,000
	State Transit Assistance (STA)	50,290	1,400
	Local Transportation Fund (LTF)	82,630	67,100
	Non-Governmental Donations		
TOTAL		132,920	182,500

(1) To be received

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PART I - PUBLIC TRANSPORTATION

GrapeLine

PLEASE CIRCLE EITHER:

Article 4 Operator

Article 8 Contractor

FINANCIAL INFORMATION

		1993-94	
		PLEASE CIRCLE	1994-95
I.	OPERATING REVENUE	ACTUAL or ESTIMATE	BUDGET
401	Passenger Fares	_____	10,050
402	Special Transit Fares	_____	_____
405	Charter Service Revenues	_____	_____
406	Auxiliary Transportation Revenues (includes advertising)	_____	_____
407	Non-Transportation Revenues	_____	500
408	Tax Revenue (Specify:)	_____	_____
	Property Tax	_____	_____
	Sales Tax (not TDA)	_____	_____
409	Local Grants & Reimbursements	_____	_____
	Purchase of Service	_____	_____
	Local Transportation Fund(LTF)	_____	93,660
410	Local Special Fare Assistance	_____	_____
411	State Cash Grants & Reimbursements	_____	_____
	State Transit Assistance (STA)	_____	_____
	Other _____	_____	_____
412	State Special Fare Assistance	_____	_____
413	Federal Grants & Reimbursements (Specify) FTA Grants	_____	93,660
430	Contributed Services (Not Cash)	_____	_____
440	Subsidy from other Sector of Operations	_____	_____
	TOTAL	_____	198,870
II.	CAPITAL REVENUE		
464	Capital Grants & Subsidies		
	Specify Fed, State, Local:		
	FTA _____	_____	80,000
	State Transit Assistance (STA)	_____	_____
	Local Transportation Fund (LTF)	_____	20,000
	Non-Governmental Donations	_____	_____
	TOTAL	_____	100,000

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III. OPERATING EXPENSES DIAL-A-RIDE		1993-94	1994-95 (1)
		PLEASE CIRCLE Actual or Estimate	Budget
501	Labor		
	Operators Salaries/Wages	206,153	237,115
	Other Salaries/Wages		
	OVERTIME	10,403	6,635
502	Fringe Benefits	35,685	73,285
503	Services: MAINTENANCE & ADVERTISING	64,755	79,150
504	Materials/Supplies		
	Fuels/Lubricants		
	Tires/Tubes		
	Other		
505	Utilities		
506	Casualty/Liability Costs	41,567	43,000
507	Taxes		
508	Purchased Transportation Service		
509	Miscellaneous Expenses	17,366	13,900
510	Expense Transfers		
511	Interest Expense		
512	Leases and Rentals		
513	Depreciation/Amortization		
	Operator Funds		
	Grant Funds		
	TOTAL	375,929	453,085
IV. CAPITAL EXPENSES*			
	Debt Service		
	Land/Property Acquisition		
	Vehicles	118,427	142,500
	Construction		30,000
	Other (Plans for garage expansion)		10,000
	TOTAL	118,427	182,500

*Allowable capital expenses are limited for Article 8 claimants; see 99400 (e).

(1) 1/2 of administrative costs are shown here.

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III. OPERATING EXPENSES

1993-94 (1)
PLEASE CIRCLE 1994-95
Actual or Estimate Budget

501	Labor		
	Operators Salaries/Wages		93,350
	Other Salaries/Wages		
	OVERTIME		3,040
502	Fringe Benefits		36,420
503	Services		46,150
504	Materials/Supplies		
	Fuels/Lubricants		
	Tires/Tubes		
	Other		
505	Utilities		
506	Casualty/Liability Costs		10,000
507	Taxes		
508	Purchased Transportation Service		
509	Miscellaneous Expenses		8,950
510	Expense Transfers		
511	Interest Expense		
512	Leases and Rentals		
513	Depreciation/Amortization		
	Operator Funds		
	Grant Funds		
	TOTAL		197,870

IV. CAPITAL EXPENSES*

Debt Service		
Land/Property Acquisition		
Vehicles		
Construction Multi-modal Station		100,000
Other		
TOTAL		

*Allowable capital expenses are limited for Article 8 claimants; see 99400 (e).

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OPERATIONAL INFORMATION*

DIAL-A-RIDE

	Actual FY 1992-93	Actual/Est. FY 1993-94	Proposed FY 1994-95
1. <u>Patronage</u>			
a. Total Passengers	89,436	100,282	110,000
b. Revenue Passengers			
Regular Fares			
c. Youth Passengers	3,279	13,416	15,000
County			
d. Elderly Passengers	3,460	4,858	6,000
Elderly & Handicapped			
e. Handicapped Passengers	82,697	82,008	89,000
Wheelchair -----		5,126	6,000
2. <u>Vehicle Miles</u>			
a. Total Vehicle Miles	206,879	233,360	240,000
b. Revenue Vehicle Miles			
3. <u>Revenue Vehicle Hours</u>	12,242	25,867	26,000
4. <u>Revenue Vehicle Fuel Consumption</u>			
a. Diesel			
b. Gasoline	17,818	18,325	18,850
5. <u>Fare Structure</u>			
a. Base	1.00	1.00	2.00
b. Zone			
c. Youth			
d. Senior	.50	.50	1.00
e. Handicapped	.50	.50	1.00
f. Monthly Pass			
g. Other			
h. Average Fare	.57	.57	1.14

*Attach additional pages as necessary to alter or complete description

DRAFT**OPERATIONAL INFORMATION***

GrapeLine

	Actual FY 1992-93	Actual/Est. FY 1993-94	Proposed FY 1994-95
1. <u>Patronage</u>			
a. Total Passengers	_____	_____	45,000
b. Revenue Passengers	_____	_____	36,000
c. Youth Passengers	_____	_____	_____
d. Elderly Passengers	_____	_____	_____
e. Handicapped Passengers	_____	_____	_____
2. <u>Vehicle Miles</u>			
a. Total Vehicle Miles	_____	_____	93,930
b. Revenue Vehicle Miles	_____	_____	89,280
3. <u>Revenue Vehicle Hours</u>			8,928
4. <u>Revenue Vehicle Fuel Consumption</u>			
a. Diesel	_____	_____	_____
b. Gasoline	_____	_____	35,700
5. <u>Fare Structure</u>			
a. Base	_____	_____	.50
b. Zone	_____	_____	_____
c. Youth	_____	_____	_____
d. Senior	_____	_____	.25
e. Handicapped	_____	_____	.25
f. Monthly Pass	_____	_____	20.00
g. Other	_____	_____	_____
h. Average Fare	_____	_____	.28

*Attach additional pages as necessary to alter or complete description

DRAFT**THREE YEAR FISCAL PLAN**

DIAL-A-RIDE

	1995-96	1996-97	1997-98
Operating Expenses	\$ <u>491,500</u>	\$ <u>516,000</u>	\$ <u>541,800</u>
Operating Revenues:			
Sources: LTF	\$ <u>178,250</u>	\$ <u>188,500</u>	\$ <u>199,400</u>
STA	<u> </u>	<u> </u>	<u> </u>
Federal	<u>178,250</u>	<u>188,500</u>	<u>199,400</u>
Fares	<u>100,000</u>	<u>103,000</u>	<u>106,000</u>
General Fund	<u> </u>	<u> </u>	<u> </u>
Other	<u>35,000</u>	<u>36,000</u>	<u>37,000</u>
Total	\$ <u>491,500</u>	\$ <u>516,000</u>	\$ <u>541,800</u>
Capital Expenses	\$ <u>325,000</u>	\$ <u>225,000</u>	\$ <u>200,000</u>
Capital Revenue			
Sources: LTF	\$ <u>65,000</u>	\$ <u>45,000</u>	\$ <u>40,000</u>
STA	<u> </u>	<u> </u>	<u> </u>
Federal	<u>260,000</u>	<u>180,000</u>	<u>160,000</u>
Other	<u> </u>	<u> </u>	<u> </u>
Total	\$ <u>325,000</u>	\$ <u>325,000</u>	\$ <u>200,000</u>

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THREE YEAR FISCAL PLAN GrapeLine

	1995-96	1996-97	1997-98
Operating Expenses	\$ 348,000	\$ 365,000	\$ 385,000
Operating Revenues:			
Sources: LTF	\$ 154,000	\$ 157,500	\$ 162,500
STA			
Federal	154,000	157,500	162,500
Fares	40,000	50,000	60,000
General Fund			
Other			
Total	\$ 348,000	\$ 365,000	\$ 385,000
Capital Expenses	\$	\$	\$
Capital Revenue			
Sources: LTF	\$	\$	\$
STA			
Federal			
Other			
Total	\$	\$	\$

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FLEET INVENTORY
(Transit Vehicle Owners Only)

Make & Model	Year	# of Vehicles	Fuel Type	Standard Seat Capacity	# Wheel-chair Positions	Ramp (y/n)	Lift (y/n)
Dodge Sedan	89	2	gas	4	-	n	n
Dodge Van	91	1	gas	4	1	n	y
Chev Station Wg	92	1	gas	7	-	n	n
Ford Bus (turtle top)	93	2	diesel	9	2	n	y
Chev station wg	94	1	gas	7	-	-	-
Ford bus	81	5	tas	15	2	n	y
Ford bus (turtle top)	94	2	tas	11	2	n	y
TOTAL	NA		NA				

*Loaners from El Dorado Bus Slaes - new buses due March 1, 1995.
Vehicles to be Purchased in FY 1994-95

Ford bus	1995	3	gasoline	11	2	N	Y

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ARTICLE 4 OPERATOR TDA REQUIREMENTS

1. Fare Ratio/Local Support Requirements (Dial-A-Ride)

All Article 4 claimants are required to maintain a specified ratio of fare revenue to operating cost. In addition, SMART only is required to maintain a ratio of fare revenue plus local support to operating cost of 32%. See 99268.2 - 99268.19 for details and exemptions pertaining to ratios.

A. What is this system's required farebox recovery ratio?

10%

B. Does the attached budget demonstrate that this system will meet its required farebox recovery and for SMART its farebox plus local support ratios? yes

C. Has this system utilized its grace year? no

D. Has this system been in non-compliance with its required ratio? no

If yes, identify the year or years _____

2. Extension of Service/New Service (GrapeLine)

An extension of service or new service is exempt from the required farebox and local support ratios if:

A. The extension of service or new service has been in operation for less than two full fiscal years. The two-year extension of services exclusion applies until two years after the end of the fiscal year in which the extension of services was put into operation.

B. The claimant submits a report on the extension of services to the COG within 90 days after the end of the fiscal year. (For details of the report, see 6633.8(b)).

Is an extension of service/new service being claimed? yes

If so, has the required report been submitted for the most recently completed full fiscal year? _____ If not, that report must accompany this claim. No

3. Operator's STA Qualifying Criteria (99314.6) EXPLANATION

A transit operator must meet one of two efficiency standards before STA funds may be "fully" allocated for operating purposes:

- A) The operator's operating cost per revenue vehicle hour, in the latest year for which audited data are available, must not exceed the sum of the preceding year's operating cost per revenue vehicle hour and an amount equal to the change in the Consumer Price Index (CPI)[†] multiplied by the preceding year's operating cost per revenue vehicle hour. The formula below accomplishes this exercise:

$$(\text{opcost}/\text{RVH})\text{FY93} \leq [(\text{opcost}/\text{RVH})\text{FY92}] * [1.023] \quad \text{OR}$$

- B) The operator's average operating cost per revenue vehicle hour, in the latest three years for which audited data are available, must not exceed the sum of the average of the operating cost per revenue vehicle hour for the three years preceding the latest year for which audited data are available and an amount equal to the average change in the CPI for the same period. The formula below accomplishes this exercise:

$$\text{AVG}(\text{opcost}/\text{RVH})\text{FY91,92,93} \leq \{\text{AVG}(\text{opcost}/\text{RVH})\text{FY90,91,92}\} * \{1.031\}$$

As used here, Operating Costs are defined by PUC Section 99247:

All costs in the operating expense object classes exclusive of the costs in the depreciation and amortization expense object class, and exclusive of all direct costs for providing charter services, and exclusive of all vehicle lease costs.

STA allows for other exclusions, to be granted by the COG, if deemed appropriate. These additional operating cost exclusions include:

- 1) Exclusion of cost increases beyond the change in the CPI for fuel, alternative fuel programs, insurance, or state and federal mandates.
- 2) Exclusion of start-up costs for new services for a period of not more than two years (refer to PUC Section 99268.8 for a definition of new service).

If you wish to claim these exclusions when calculating the operation cost per revenue vehicle hour, you must state the request and show calculations in support of the cost to be excluded.

[†] Percentage change across fiscal years using the California CPI.

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PUC Section 99314.6 is somewhat obscure about how much STA may be allocated in the event that an operator does not meet the efficiency standards. The legislation says that the funds may not be "fully" allocated, but does not define what is meant by "fully". COG will address this issue if it becomes necessary.

The following documents pertain to the new STA efficiency standards and are available at your request:

PUC Section 99314.6, also known as Chapter 35 Statutes of 1991 (SB 3-Kopp).

The Uniform System of Accounts for Public Transit Operators.

Consumer Price Index Data for California, January, 1981 through April, 1994.

Transportation Development Act Audit Reports, FY 1989 through FY 1993.

Please complete the attached worksheet to determine if you fully qualify for your STA apportionment. TDA Audit reports will address this efficiency criteria.

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3. Operator's STA Qualifying Criteria (99314.6) - WORKSHEET

FISCAL YEAR: (use audited data)	1990-91	1991-92	1992-93	1993-94
A. Operating Cost				
B. Operating Cost				
Exclusions:				
1.				
2.				
3.				
4.				
C. Adjusted Operating Cost (A-B)				
D. Revenue Vehicle Hours (RVH)				
E. RVH Exclusions:				
1.				
2.				
3.				
(if more, show on separate sheet).				
F. Adjusted RVH (D-E)				
G. Operating Cost per RVH (C÷F)				
	W	X	Y	Z

Efficiency Standard 1:

Z must be less than or equal to $(Y) \times (1.023)$

Show calculation: _____

Efficiency Standard 2:

$[(X+Y+Z) \div 3]$ must be less than or equal to $<(W+X+Y) \div 3> \times (1.031)$

Show calculation: _____

=====For COG use only=====

Operator qualifies under: Standard 1	Yes _____	No _____
Standard 2	Yes _____	No _____

=====

4. Fifteen Percent Expenditure Increase (6632)

If any of the line items on the attached budget exceed by more than 15% the expenditure for that same item in the previous year's budget, then an explanation for that increase must be given below. Attach an extra page if necessary.

DIAL-A-RIDE

- 501 25% of the Assistant City Manager's salary and benefits are charged to this account for 1994-95 fiscal year in order to put into place a fixed route system.
- 502 This increase is due to providing additional benefits and including benefits for the Assistant City Manager.
- 503 Cost of vehicle maintenance has increased additional advertising.

5. Narrative Description (6632)

Please describe in the space below any changes in service characteristics from the previous fiscal year. This should specifically include any substantial increase or decrease in the geographic area served, major changes to the scope of operations, or addition of major new fixed facilities. Please attach an additional page if necessary.

Two factors come into play, we added additional Dial-A-Ride drivers in order to eliminate delays in pick up and delivery times. On November 25, 1994 we began a four-route fixed route system, hiring of nine full-time drivers, four part-time drivers and the addition of a part-time dispatcher.

SPECIAL NOTES FOR RATIO CALCULATIONS

- SMART - Exclude certain costs and fares as specified in the most recent Compliance Audit Report.
- Lodi - Exclude County service when calculating fares and expenses.
- County - Exclude Lathrop service when calculating fares and expense.

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PART II - PEDESTRIAN AND BICYCLE PROJECTS

LOCAL TRANSPORTATION FUND

[illegible]

(Use additional pages if necessary)

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PART III - ROAD AND STREET PROJECTS

Please provide the requested information for each project being identified for Transportation Development Act funding.

LOCAL TRANSPORTATION FUND

[illegible]

(Use additional pages if necessary)

PART IV - OTHER PURPOSES

It is possible that a claimant may wish to expend TDA funds for purposes allowed within the Act, but not covered by the three previous parts. TDA funds may be claimed under Article 8 consistent with section 99400 of the TDA. To complete this section, on attached pages, identify:

- i. Project title
- ii. Applicable subdivision of section 99400
- iii. Project description
- iv. Estimated total cost
- v. TDA contribution to that total

A separate page or pages should be submitted for each specific project or purpose.

It is strongly recommended that the claimant consult with COG staff before completing this section.

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FISCAL YEAR 1994-95
SAN JOAQUIN COUNTY COG
TRANSPORTATION DEVELOPMENT ACT
CLAIM FORMS AND GUIDELINES
FOR
STATE TRANSIT ASSISTANCE FUND (STA)
AND
LOCAL TRANSPORTATION FUND (LTF)

INSTRUCTIONS

These are the San Joaquin County Council of Governments' forms for all Transportation Development Act claims, both Local Transportation Fund (LTF) and State Transit Assistance Fund (STA). This claim packet should include the following:

<u>SECTION</u>	<u>PAGE</u>
Instructions	1
Claim Request Sheets	
LTF	6
STA	7
Apportionments Page	8
Allocation Page	9
Claim Allocation Forms	
I. Public Transportation	10
I. Operating Revenue	10
II. Capital Revenue	10
III. Operating Expenses	11
IV. Capital Expenses	11
Operational Information	12
Three Year Fiscal Plan	13
Fleet Inventory	14
Article 4 Operator TDA Requirements	15
1. Fare Ratio/Local Support Requirement	15
2. Extension of or New Service	15
3. Operator's STA Qualifying Criteria Explanation	16
Operator's STA Qualifying Criteria Worksheet	18
4. Fifteen Percent Expenditure Increase	19
5. Narrative Description	19
Article 8 Contractor Requirements	20
1. Match Requirement	20
2. Operating Cost Per Passenger Objective	20
3. Fifteen Percent Expenditure Increase	22
4. Narrative Description	22
Article 8 Contractor (Contributing Claimants)	23
II. Pedestrian and Bicycle Facilities	24
III. Roads and Streets	25
IV. Other Purposes	26

Please read through these instructions carefully. The instructions are not meant to replace the Transportation Development Act Statutes and California Code of Regulations book. Each claimant is responsible for complying with all applicable statutes and codes. Statutes and codes are identified throughout the forms for easy reference.

Claim Request Sheets (Pages 6 and 7)

Page 6 is for the LTF claim and Page 7 is for the STA claim. These are to be completed and signed by the claimant's Chief Financial Officer. These pages identify the claimant, the amount of money being requested, and the fiscal year for which the request is being made. If funds are being claimed for proposed expenditures in two fiscal years, then a separate page should be completed for each fiscal year. The pages comply with Section 6632 of the TDA Statutes and California Code of Regulations.

Apportionments Page (Page 8)

Lines A, B, and C (both sections) should be completed based on information supplied to you by COG staff. Lines I.D, II.D, and the totals should be completed by the claimant. Line E. under State Transit Assistance reflects the 2% authorized by the COG Board for transit planning. The totals indicate the maximum amount that may be claimed. The unexpended carryover should reflect unexpended funds as of June 30 of the previous fiscal year. These should include all interest earned on the funds while in the claimant's possession.

Allocation Page (Page 9)

Page 9 identifies how much of the available LTF and STA funds will be expended on the various eligible purposes. Please identify the appropriate dollar amount on the line provided for each fund. If there are questions as to where to list an allocation request, please refer to the referenced section, or call COG staff.

Please total each column. Subtract the total claimed in each column from the TOTAL AVAILABLE FOR THIS CLAIM arrived at on page 8. The difference between the Total Available and the Claim Total is unclaimed apportionment, the amount of money that will remain in the Trust Fund accruing interest to the claimant.

IMPORTANT: to help prevent accidental over-payment, please identify on a line-by-line basis any unexpended carryover which is included on page 9.

Claim Allocation Forms (rest of packet: pages 10-26)

The Claim Allocation Forms provide the COG with the required financial and operational information for approving a TDA claim. There are five parts that correspond to the parts identified on the Allocation page. Complete only those parts for which an allocation is being requested.

PART I

This part is to be completed by claimants who operate a transit system, or contract for transit services. Please indicate at the top of page 10 whether the claim is for an operator or a contractor. Generally, an "operator" is a service provider that owns the vehicles it operates, while a "transit service claimant" contracts for the provision of transit services. However, it is possible to own vehicles and yet not be an operator; please contact COG staff if you are not sure of your status. Note: if funds are being claimed for more than one transit service, separate entries, or separate pages must be provided.

On pages 10 and 11, the claimant must complete a budget for the transit system. If there is more than one transit service, then a separate budget must be submitted for each. These pages are in accordance with the Uniform System of Accounts and Records.

Page 12 calls for the system's operational information. Please complete all applicable lines. Again, if there is more than one transit service for which funds are being claimed, a separate sheet should be completed for each.

Page 13 is the Three Year Fiscal Plan. Please complete one sheet for each transit service being claimed. Please provide the best estimate of the funds each service will be relying upon in each of the indicated fiscal years. The Three Year Fiscal Plan is used as a tool for determining the adequacy of projected apportionments to meet the expected allocation needs.

The Fleet Inventory sheet is to be completed only by claimants who own their own vehicles.

Pages 15-19 are for Article 4 transit operators. This information is required for ensuring compliance with and enforcement of the required Farebox Ratio, Local Support Ratio and the STA qualifying criteria. Parts 1 and 4 are self-explanatory. You may wish to complete "2. Extension of Service/New Service," if portions of the transit service comply with the definition in 99268.8. Operators seeking to claim exemptions under this section must also complete and submit to the COG a special report: see 6633.8 (b). Complete "3. Operator's STA Qualifying Criteria" to comply with Section 99314.6 only if STA funds are being claimed or reclaimed for operating purposes. Complete "5. Narrative Description" if there has been any change in service characteristics, or if there is a need to add explanations. Attach extra pages as necessary.

Pages 20-22 are to be completed by Article 8 transit service contractors. In the case of a "unified transit system", page 23 should be completed instead of pages 20-22, by the "contributing claimant" only (see page 23 for definitions). Once again, these

pages are to be completed for each transit service being provided. Any questions relating to the TDA requirements should be referred to COG staff.

PART II

Please identify the Project, the Project Limits, and the LTF costs, as well as the Total Cost, for each pedestrian, bicycle, or other non-motorized expenditure. Note: by COG Board policy, the 2% bicycle/pedestrian funds may be used for other eligible TDA purposes, if the local governing body resolves that there are no pressing bicycle or pedestrian needs. However, the 2% must be spent on bicycle/pedestrian purposes for a jurisdiction to be eligible for Measure K Bicycle Program funds.

PART III

This is to be completed in the same fashion as Part II. Please list all road and street projects by the project description, the limits of the project, and the LTF cost, as well as the total project cost. Please see Section 99402 of the Transportation Development Act Statutes and California Code of Regulations for eligible expenses.

PART IV

Before completing this Part, it is strongly recommended to talk with COG staff first. This section is provided for those claimants wishing to identify TDA expenditures not covered in the four previous parts. This section should be completed in narrative fashion with each of the five items of information requested.

Additional Required Documentation

The following must be submitted along with the claim, or have already been submitted to COG, or the appropriate agency.

1. A certified fiscal audit must be submitted within 180 days after the end of the fiscal year, except where a 90 day extension has been granted by COG. (Section 99245 and Section 6664).
2. Transit operators and transit service claimants must submit to the State Controller's Office and to the COG a report on all expenditures of TDA funds for transit purposes, on or before October 1 (Section 6637).

3. All non-transit claimants must submit to the State Controller's Office a report on all expenditures of TDA funds for non-transit purposes, on or before October 1 (Section 6665).
4. Two original, signed copies of a City Council/Board of Supervisor Resolution authorizing the claimed amount of money must accompany these forms. Upon COG Board approval, one copy will be returned to the claimant.
5. Transit operators seeking exemptions for extension of services/new services must submit a special report as required in 99268.8.
6. All TDA transit claims submitted by transit operators must be accompanied by a California Highway Patrol Certification pursuant to TDA Section 99251.
7. Two original, signed copies of a City Council/Board of Supervisor Resolution stating that there are no pressing bicycle or pedestrian needs must accompany claims that use their 2% bike/ped apportionment for other purposes. This can be part of the Resolution authorizing the TDA claim itself.
8. For Article 8 claimants, copies of contracts with transit contractors for the fiscal year for which TDA funds are being claimed.

END INSTRUCTIONS. PLEASE DETACH PAGES 1-5 BEFORE
SUBMITTING CLAIM TO COG

Post-it® Fax Note 7671

Date	2-15-95	# of pages	21
To	Jeri Goldberg		
From	Jerry Glenn		
Co./Dept.	Co 6		
Co.	City of Lodi		
Phone #	333-6701		
Fax #	333-6807		

LOCAL TRANSPORTATION

TO: San Joaquin County Council
P.O. Box 1010
Stockton, CA 95201-1010

FROM: CITY OF LODI

(applicant)

ADDRESS: CITY HALL, 221 W. PINE ST., P. O. BOX 3006, LODI, CA 95241-1910
(city, zip)

CONTACT PERSON: Jerry L. Glenn PHONE: (209) 333-6700

The CITY OF LODI hereby requests, in accordance with Chapter 1400, Statutes 1971 and applicable rules and regulations, that its annual transportation claim be approved in the amount of \$1,140,866 for fiscal year 1993-94, to be drawn from the Local Transportation Fund.

When approved, please transmit this claim to the County Auditor for payment. Approval of the claim and payment by the County Auditor to this applicant is subject to such monies being on hand and available for distribution, and to the provisions that such monies will be used only in accordance with the terms of the approved annual financial plan.

The claimant certifies that this Local Transportation Fund claim and the financial information contained therein, is reasonable and accurate to the best of my knowledge, and that the aforementioned information indicates the eligibility of this claimant for funds for the fiscal year of the application pursuant to CAC Section 6634 and 6734.

APPROVED:

San Joaquin County Council
of Governments

By: BARTON MEAYS
Executive Director

Date: 19 95

Applicant: City of Lodi

Signed:

Name: Thomas A. Peterson

Title: City Manager

Date: 19 95

STATE TRANSIT ASSISTANCE CLAIM

TO: San Joaquin County Council of Governments
P.O. Box 1010
Stockton, CA 95201-1010

FROM: CITY OF LODI

(applicant)

ADDRESS: CITY HALL, 221 W. PINE ST., P. O. BOX 3006, LODI, CA 95241-1910
(city, zip)

CONTACT PERSON: JERRY L. GLENN

PHONE: (209) 333-6700

This claimant, qualified pursuant to Sections 99313.6, 99314.5 and 99314.6 of the Public Utilities Code, hereby requests, in accordance with Chapter 1400, Statutes of 1971 as amended, and applicable rules and regulations, that an allocation be made in the amount of \$ 1,400 for fiscal year 1993-94, to be drawn from the State Transit Assistance trust fund of San Joaquin County.

Allocation instruction and payment by the County Auditor to this claimant are subject to such monies being on hand and available for distribution, and to the provisions that such monies will be used only in accordance with the terms of the approved claim.

The claimant certifies that this State Transit Assistance Fund Claim and the financial information contained herein, is reasonable and accurate to the best of my knowledge, and that the aforementioned information indicates the eligibility of this claimant for funds for the fiscal year of the application pursuant to CAC Section 6634 and 6734.

APPROVED:

San Joaquin County Council
of Governments

By: BARTON MEAYS
Executive Director

Date: 19 95

Applicant: City of Lodi

Signed:

Name: Thomas A. Peterson

Title: City Manager

Date: 19 95

TRANSPORTATION DEVELOPMENT ACT APPORTIONMENTS

I. Local Transportation Fund Available Apportionment

A. Area Apportionment 1994-95	\$	<u>953,695</u>
B. Pedestrian/Bicycle Apportionment		<u>19,869</u>
C. Previous Years' Unclaimed Apportionment		<u>86,052</u>
D. Unexpended Carryover		<u>81,250</u>
E. Total Available for 1994-95 Claim(s)		<u>1,140,866</u>
F. Less any LTF Already Claimed 1994-95		<u></u>
G. TOTAL AVAILABLE FOR THIS CLAIM (Also enter on page 9, 1st column)	\$	<u>1,140,866</u>

II. State Transit Assistance Fund Available Apportionment

A. Area Apportionment 1994-95	\$	<u>-0-</u>
B. Special Operator Apportionment 1994-95		<u>1,400</u>
C. Previous Years' Unclaimed Apportionment		<u>443</u>
D. Unexpended Carryover		<u>-0-</u>
E. Minus 2% of A. Claimed on Behalf of COG for Transit Planning	(<u>-0-</u>)
F. Total Available for 1994-95 Claim(s)		<u>1,843</u>
G. Less any STA Already Claimed 1994-95		<u>-0-</u>
H. TOTAL AVAILABLE FOR THIS CLAIM (Also enter on page 9, 2nd column)	\$	<u>1,843</u>

TRANSPORTATION DEVELOPMENT ACT ALLOCATIONS

Claim Purpose	I. LTF	II. STA
I. PUBLIC TRANSPORTATION		
Article 4 (99260)-Operator ¹	<u>266,072</u>	<u>1,400</u>
Article 8 (99400(c)) Contractor operating	<u> </u>	<u> </u>
Article 8 (99400(e)) Contractor capital	<u>87,100</u>	<u> </u>
II. PEDESTRIAN AND BICYCLE		
Article 3 (99234)	<u>19,867</u>	<u>N/A</u>
III. ROADS AND STREETS		
Article 8 (99400(a))	<u>767,827</u>	<u>N/A</u>
IV. OTHER		
Article 8 (99400(b,c,d,e))	<u> </u>	<u> </u>
////////////////////////////////////		
TOTAL THIS CLAIM	<u>1,140,866</u>	<u>1,400</u>
TOTAL AVAILABLE FOR THIS CLAIM (from page 8, I. G. and II. H.)	<u>1,140,866</u>	<u>1,843</u>
UNCLAIMED APPORTIONMENT (TOTAL AVAIL. less TOTAL THIS CLAIM)	<u>0</u>	<u>443</u>

IMPORTANT: To avoid accidental overpayment, please identify and itemize in the space below any unexpended carryover included in the amounts being claimed above. Identify the amount of carryover and the purpose for which it is being reclaimed. Attach pages as necessary.

The City of Lodi has \$81,250 in LTF unexpended carryover in LTF which will be reclaimed for Art. 4 operating purposes.

¹ Operators claiming STA funds must meet qualifying criteria (PUC Section 99314.6). Page 17 of this form must be completed.

PART I - PUBLIC TRANSPORTATION DIAL-A-RIDE

PLEASE CIRCLE EITHER:

Article 4 Operator
Article 8 Contractor

FINANCIAL INFORMATION

		1993-94	1994-95
		PLEASE CIRCLE ACTUAL or ESTIMATE	BUDGET
I.	OPERATING REVENUE		
401	Passenger Fares	62,375	82,760
402	Special Transit Fares		
405	Charter Service Revenues		
406	Auxiliary Transportation Revenues (includes advertising)		
407	Non-Transportation Revenues	2,444	2,500
408	Tax Revenue (Specify:) Property Tax		
	Sales Tax (not TDA)		
409	Local Grants & Reimbursements Purchase of Service		
	Local Transportation Fund(LTF)	237,000	172,412 ✓
410	Local Special Fare Assistance		
411	State Cash Grants & Reimbursements State Transit Assistance (STA)		
	Other _____		
412	State Special Fare Assistance		
413	Federal Grants & Reimbursements (Specify) FTA Grants Section 9	118,486 (1)	172,413
430	Contributed Services (Not Cash)		
440	Subsidy from other Sector of Operations		
TOTAL		442,686	453,085
II.	CAPITAL REVENUE		
464	Capital Grants & Subsidies		
	Specify Fed, State, Local:		
	<u>FTA Section 9</u>		114,000
	State Transit Assistance (STA)	50,290	1,400
	Local Transportation Fund (LTF)	82,630	67,100
	Non-Governmental Donations		
TOTAL		132,920	182,500

(1) To be received

PART I - PUBLIC TRANSPORTATION

GrapeLine

PLEASE CIRCLE EITHER:

Article 4 Operator

Article 8 Contractor

FINANCIAL INFORMATION

		1993-94	1994-95
		PLEASE CIRCLE	
		ACTUAL or ESTIMATE	BUDGET
I.	OPERATING REVENUE		
401	Passenger Fares	_____	10,050
402	Special Transit Fares	_____	_____
405	Charter Service Revenues	_____	_____
406	Auxiliary Transportation Revenues (includes advertising)	_____	_____
407	Non-Transportation Revenues	_____	500
408	Tax Revenue (Specify:)	_____	_____
	Property Tax	_____	_____
	Sales Tax (not TDA)	_____	_____
409	Local Grants & Reimbursements	_____	_____
	Purchase of Service	_____	_____
	Local Transportation Fund(LTF)	_____	93,660
410	Local Special Fare Assistance	_____	_____
411	State Cash Grants & Reimbursements	_____	_____
	State Transit Assistance (STA)	_____	_____
	Other _____	_____	_____
412	State Special Fare Assistance	_____	_____
413	Federal Grants & Reimbursements (Specify) FTA Grants	_____	93,660
430	Contributed Services (Not Cash)	_____	_____
440	Subsidy from other Sector of Operations	_____	_____
	TOTAL	_____	198,870
II.	CAPITAL REVENUE		
464	Capital Grants & Subsidies		
	Specify Fed, State, Local:		
	<u>FTA</u>	_____	80,000
	State Transit Assistance (STA)	_____	_____
	Local Transportation Fund (LTF)	_____	20,000
	Non-Governmental Donations	_____	_____
	TOTAL	_____	100,000

III. OPERATING EXPENSES DIAL-A-RIDE		1993-94	1994-95 (1)
		PLEASE CIRCLE Actual or Estimate	Budget
501	Labor		
	Operators Salaries/Wages	206,153	237,115
	Other Salaries/Wages		
	OVERTIME	10,403	6,635
502	Fringe Benefits	35,685	73,285
503	Services: MAINTENANCE & ADVERTISING	64,755	79,150
504	Materials/Supplies		
	Fuels/Lubricants		
	Tires/Tubes		
	Other		
505	Utilities		
506	Casualty/Liability Costs	41,567	43,000
507	Taxes		
508	Purchased Transportation Service		
509	Miscellaneous Expenses	17,366	13,900
510	Expense Transfers		
511	Interest Expense		
512	Leases and Rentals		
513	Depreciation/Amortization		
	Operator Funds		
	Grant Funds		
	TOTAL	375,929	453,085
IV. CAPITAL EXPENSES*			
	Debt Service		
	Land/Property Acquisition		
	Vehicles	118,427	142,500
	Construction		30,000
	Other (Plans for garage expansion)		10,000
	TOTAL	118,427	182,500

*Allowable capital expenses are limited for Article 8 claimants; see 99400 (e).

(1) 1/2 of administrative costs are shown here.

		GrapeLine	
III.	OPERATING EXPENSES	1993-94	(1)
		PLEASE CIRCLE	1994-95
		Actual or Estimate	Budget
501	Labor		
	Operators Salaries/Wages		93,350
	Other Salaries/Wages		
	OVERTIME		3,040
502	Fringe Benefits		36,420
503	Services		46,150
504	Materials/Supplies		
	Fuels/Lubricants		
	Tires/Tubes		
	Other		
505	Utilities		
506	Casualty/Liability Costs		10,000
507	Taxes		
508	Purchased Transportation Service		
509	Miscellaneous Expenses		8,950
510	Expense Transfers		
511	Interest Expense		
512	Leases and Rentals		
513	Depreciation/Amortization		
	Operator Funds		
	Grant Funds		
	TOTAL		197,910
IV.	CAPITAL EXPENSES*		
	Debt Service		
	Land/Property Acquisition		
	Vehicles		
	Construction Multi-modal Station		100,000
	Other		
	TOTAL		

*Allowable capital expenses are limited for Article 8 claimants; see 99400 (e).

OPERATIONAL INFORMATION*

DIAL-A-RIDE

	Actual FY 1992-93	Actual/Est. FY 1993-94	Proposed FY 1994-95
1. <u>Patronage</u>			
a. Total Passengers	89,436	100,282	110,000
b. Revenue Passengers			
Regular Fares			
c. Youth Passengers	3,279	13,416	15,000
County			
d. Elderly Passengers	3,460	4,858	6,000
Elderly & Handicapped			
e. Handicapped Passengers	82,697	82,008	89,000
Wheelchair -----		5,126	6,000
2. <u>Vehicle Miles</u>			
a. Total Vehicle Miles	206,879	233,360	240,000
b. Revenue Vehicle Miles	206,879	233,360	240,000
3. <u>Revenue Vehicle Hours</u>	12,242	25,867	26,000
4. <u>Revenue Vehicle Fuel Consumption</u>			
a. Diesel			
b. Gasoline	17,818	18,325	18,850
5. <u>Fare Structure</u>			
a. Base	1.00	1.00	2.00
b. Zone			
c. Youth			
d. Senior	.50	.50	1.00
e. Handicapped	.50	.50	1.00
f. Monthly Pass			
g. Other			
h. Average Fare	.57	.57	1.14

*Attach additional pages as necessary to alter or complete description

OPERATIONAL INFORMATION*

GrapeLine

	Actual FY 1992-93	Actual/Est. FY 1993-94	Proposed FY 1994-95
1. <u>Patronage</u>			
a. Total Passengers	_____	_____	45,000
b. Revenue Passengers	_____	_____	36,000
c. Youth Passengers	_____	_____	_____
d. Elderly Passengers	_____	_____	_____
e. Handicapped Passengers	_____	_____	_____
2. <u>Vehicle Miles</u>			
a. Total Vehicle Miles	_____	_____	93,930
b. Revenue Vehicle Miles	_____	_____	89,280
3. <u>Revenue Vehicle Hours</u>			8,928
4. <u>Revenue Vehicle Fuel Consumption</u>			
a. Diesel	_____	_____	_____
b. Gasoline	_____	_____	35,700
5. <u>Fare Structure</u>			
a. Base	_____	_____	.50
b. Zone	_____	_____	_____
c. Youth	_____	_____	_____
d. Senior	_____	_____	.25
e. Handicapped	_____	_____	.25
f. Monthly Pass	_____	_____	20.00
g. Other	_____	_____	_____
h. Average Fare	_____	_____	.28

*Attach additional pages as necessary to alter or complete description

THREE YEAR FISCAL PLAN DIAL-A-RIDE

	1995-96	1996-97	1997-98
Operating Expenses	\$ <u>491,500</u>	\$ <u>516,000</u>	\$ <u>541,800</u>
Operating Revenues:			
Sources: LTF	\$ <u>178,250</u>	\$ <u>188,500</u>	\$ <u>199,400</u>
STA	<u> </u>	<u> </u>	<u> </u>
Federal	<u>178,250</u>	<u>188,500</u>	<u>199,400</u>
Fares	<u>100,000</u>	<u>103,000</u>	<u>106,000</u>
General Fund	<u> </u>	<u> </u>	<u> </u>
Other	<u>35,000</u>	<u>36,000</u>	<u>37,000</u>
Total	\$ <u>491,500</u>	\$ <u>516,000</u>	\$ <u>541,800</u>
Capital Expenses	\$ <u>326,400</u>	\$ <u>226,400</u>	\$ <u>201,400</u>
Capital Revenue			
Sources: LTF	\$ <u>65,000</u>	\$ <u>45,000</u>	\$ <u>40,000</u>
STA	<u>1,400</u>	<u>1,400</u>	<u>1,400</u>
Federal	<u>260,000</u>	<u>180,000</u>	<u>160,000</u>
Other	<u> </u>	<u> </u>	<u> </u>
Total	\$ <u>326,400</u>	\$ <u>226,400</u>	<u>201,400</u>

THREE YEAR FISCAL PLAN

GrapeLine

	1995-96	1996-97	1997-98
Operating Expenses	\$ <u>348,000</u>	\$ <u>365,000</u>	\$ <u>385,000</u>
Operating Revenues:			
Sources: LTF	\$ <u>154,000</u>	\$ <u>157,500</u>	\$ <u>162,500</u>
STA	<u> </u>	<u> </u>	<u> </u>
Federal	<u>154,000</u>	<u>157,500</u>	<u>162,500</u>
Fares	<u>40,000</u>	<u>50,000</u>	<u>60,000</u>
General Fund	<u> </u>	<u> </u>	<u> </u>
Other	<u> </u>	<u> </u>	<u> </u>
Total	\$ <u>348,000</u>	\$ <u>365,000</u>	\$ <u>385,000</u>
Capital Expenses	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>
Capital Revenue			
Sources: LTF	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>
STA	<u> </u>	<u> </u>	<u> </u>
Federal	<u> </u>	<u> </u>	<u> </u>
Other	<u> </u>	<u> </u>	<u> </u>
Total	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>

FLEET INVENTORY
(Transit Vehicle Owners Only)

Make & Model	Year	# of Vehicles	Fuel Type	Standard Seat Capacity	# Wheel-chair Positions	Ramp (y/n)	Lift (y/n)
Dodge Sedan	89	2	gas	4	-	n	n
Dodge Van	91	1	gas	4	1	n	y
Chev Station Wg	92	1	gas	7	-	n	n
Ford Bus (turtle top)	93	2	diesel	9	2	n	y
Chev station wg	94	1	gas	7	-	-	-
Ford bus	81	5	tas	15	2	n	y
Ford bus (turtle top)	94	2	tas	11	2	n	y
TOTAL	NA		NA				

*Loaners from El Dorado Bus Slaes - new buses due March 1, 1995.

Vehicles to be Purchased in FY 1994-95

Ford bus	1995	3	gasoline	11	2	N	Y

ARTICLE 4 OPERATOR TDA REQUIREMENTS

1. Fare Ratio/Local Support Requirements (Dial-A-Ride)

All Article 4 claimants are required to maintain a specified ratio of fare revenue to operating cost. In addition, SMART only is required to maintain a ratio of fare revenue plus local support to operating cost of 32%. See 99268.2 - 99268.19 for details and exemptions pertaining to ratios.

A. What is this system's required farebox recovery ratio?

10%

B. Does the attached budget demonstrate that this system will meet its required farebox recovery and for SMART its farebox plus local support ratios? yes

C. Has this system utilized its grace year? no

D. Has this system been in non-compliance with its required ratio? no

If yes, identify the year or years _____

2. Extension of Service/New Service (GrapeLine)

An extension of service or new service is exempt from the required farebox and local support ratios if:

A. The extension of service or new service has been in operation for less than two full fiscal years. The two-year extension of services exclusion applies until two years after the end of the fiscal year in which the extension of services was put into operation.

B. The claimant submits a report on the extension of services to the COG within 90 days after the end of the fiscal year. (For details of the report, see 6633.8(b)).

Is an extension of service/new service being claimed? yes

If so, has the required report been submitted for the most recently completed full fiscal year? _____ If not, that report must accompany this claim. No

3. Operator's STA Qualifying Criteria (99314.6) EXPLANATION

A transit operator must meet one of two efficiency standards before STA funds may be "fully" allocated for operating purposes:

- A) The operator's operating cost per revenue vehicle hour, in the latest year for which audited data are available, must not exceed the sum of the preceding year's operating cost per revenue vehicle hour and an amount equal to the change in the Consumer Price Index (CPI)[†] multiplied by the preceding year's operating cost per revenue vehicle hour. The formula below accomplishes this exercise:

$$(\text{opcost}/\text{RVH})\text{FY93} \leq [(\text{opcost}/\text{RVH})\text{FY92}] * [1.023] \quad \text{OR}$$

- B) The operator's average operating cost per revenue vehicle hour, in the latest three years for which audited data are available, must not exceed the sum of the average of the operating cost per revenue vehicle hour for the three years preceding the latest year for which audited data are available and an amount equal to the average change in the CPI for the same period. The formula below accomplishes this exercise:

$$\text{AVG}(\text{opcost}/\text{RVH})\text{FY91,92,93} \leq \{\text{AVG}(\text{opcost}/\text{RVH})\text{FY90,91,92}\} * \{1.031\}$$

As used here, Operating Costs are defined by PUC Section 99247:

All costs in the operating expense object classes exclusive of the costs in the depreciation and amortization expense object class, and exclusive of all direct costs for providing charter services, and exclusive of all vehicle lease costs.

STA allows for other exclusions, to be granted by the COG, if deemed appropriate. These additional operating cost exclusions include:

- 1) Exclusion of cost increases beyond the change in the CPI for fuel, alternative fuel programs, insurance, or state and federal mandates.
- 2) Exclusion of start-up costs for new services for a period of not more than two years (refer to PUC Section 99268.8 for a definition of new service).

If you wish to claim these exclusions when calculating the operation cost per revenue vehicle hour, you must state the request and show calculations in support of the cost to be excluded.

[†] Percentage change across fiscal years using the California CPI.

PUC Section 99314.6 is somewhat obscure about how much STA may be allocated in the event that an operator does not meet the efficiency standards. The legislation says that the funds may not be "fully" allocated, but does not define what is meant by "fully". COG will address this issue if it becomes necessary.

The following documents pertain to the new STA efficiency standards and are available at your request:

PUC Section 99314.6, also known as Chapter 35 Statutes of 1991 (SB 3-Kopp).

The Uniform System of Accounts for Public Transit Operators.

Consumer Price Index Data for California, January, 1981 through April, 1994.

Transportation Development Act Audit Reports, FY 1989 through FY 1993.

Please complete the attached worksheet to determine if you fully qualify for your STA apportionment. TDA Audit reports will address this efficiency criteria.

3. Operator's STA Qualifying Criteria (99314.6) - WORKSHEET

FISCAL YEAR: (use audited data)	1990-91	1991-92	1992-93	1993-94
A. Operating Cost	_____	_____	_____	_____
B. Operating Cost Exclusions:				
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____
C. Adjusted Operating Cost (A-B)	_____	_____	_____	_____
D. Revenue Vehicle Hours (RVH)	_____	_____	_____	_____
E. RVH Exclusions:				
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
(if more, show on separate sheet)				
F. Adjusted RVH (D-E)	_____	_____	_____	_____
G. Operating Cost per RVH (C÷F)	<div style="border: 1px solid black; width: 100px; height: 20px; display: inline-block;"></div>	<div style="border: 1px solid black; width: 100px; height: 20px; display: inline-block;"></div>	<div style="border: 1px solid black; width: 100px; height: 20px; display: inline-block;"></div>	<div style="border: 1px solid black; width: 100px; height: 20px; display: inline-block;"></div>
	W	X	Y	Z

Efficiency Standard 1:

Z must be less than or equal to $(Y) \times (1.023)$

Show calculation: _____

Efficiency Standard 2:

$[(X+Y+Z) \div 3]$ must be less than or equal to $<(W+X+Y) \div 3> \times (1.031)$

Show calculation: _____

=====For COG use only=====

Operator qualifies under: Standard 1	Yes _____	No _____
Standard 2	Yes _____	No _____

=====

4. Fifteen Percent Expenditure Increase (6632)

If any of the line items on the attached budget exceed by more than 15% the expenditure for that same item in the previous year's budget, then an explanation for that increase must be given below. Attach an extra page if necessary.

DIAL-A-RIDE

- 501 25% of the Assistant City Manager's salary and benefits are charged to this account for 1994-95 fiscal year in order to put into place a fixed route system.
- 502 This increase is due to providing additional benefits and including benefits for the Assistant City Manager.
- 503 Cost of vehicle maintenance has increased additional advertising.

5. Narrative Description (6632)

Please describe in the space below any changes in service characteristics from the previous fiscal year. This should specifically include any substantial increase or decrease in the geographic area served, major changes to the scope of operations, or addition of major new fixed facilities. Please attach an additional page if necessary.

Two factors come into play, we added additional Dial-A-Ride drivers in order to eliminate delays in pick up and delivery times. On November 25, 1994 we began a four-route fixed route system, hiring of nine full-time drivers, four part-time drivers and the addition of a part-time dispatcher.

SPECIAL NOTES FOR RATIO CALCULATIONS

- SMART - Exclude certain costs and fares as specified in the most recent Compliance Audit Report.
- Lodi - Exclude County service when calculating fares and expenses.
- County - Exclude Lathrop service when calculating fares and expense.

PART II - PEDESTRIAN AND BICYCLE PROJECTS

LOCAL TRANSPORTATION FUND

Project Title & Description	Project Listing	<u>LTF Cost</u> Total Cost
Sidewalk replacement		19,869
	<u>LTF COST</u> : <u>TOTAL COST</u> :	19,869 19,869

(Use additional pages if necessary)

PART III - ROAD AND STREET PROJECTS

Please provide the requested information for each project being identified for Transportation Development Act funding.

LOCAL TRANSPORTATION FUND

[illegible]

(Use additional pages if necessary)

PART IV - OTHER PURPOSES

It is possible that a claimant may wish to expend TDA funds for purposes allowed within the Act, but not covered by the three previous parts. TDA funds may be claimed under Article 8 consistent with section 99400 of the TDA. To complete this section, on attached pages, identify:

- i. Project title
- ii. Applicable subdivision of section 99400
- iii. Project description
- iv. Estimated total cost
- v. TDA contribution to that total

A separate page or pages should be submitted for each specific project or purpose.

It is strongly recommended that the claimant consult with COG staff before completing this section.

RESOLUTION NO. 95-24

=====

A RESOLUTION OF THE LODI CITY COUNCIL
APPROVING THE CITY OF LODI'S 1994/95
TRANSPORTATION DEVELOPMENT ACT CLAIM
FOR LOCAL TRANSPORTATION FUNDS

=====

BE IT RESOLVED, that the Lodi City Council does hereby approve the City's 1994/95 Transportation Development Act (TDA) claim for Local Transportation Funds (LTF) and State Transit Assistance Funds (STA) in the following amounts:

\$1,140,866 Local Transportation Funds

\$ 1,400 State Transit Assistance Funds; and

BE IT FURTHER RESOLVED, that the Lodi City Council does hereby authorize the City Manager to execute the subject Claim on behalf of the City of Lodi.

Dated: February 15, 1995

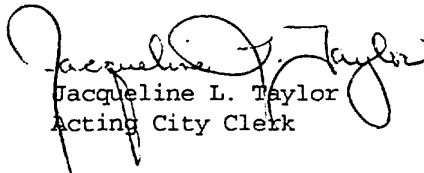
=====

I hereby certify that Resolution No. 95-24 was passed and adopted by the Lodi City Council in a regular meeting held February 15, 1995 by the following vote:

Ayes: Council Members - Davenport, Sieglock, Pennino,
Warner and Mann (Mayor)

Noes: Council Members - None

Absent: Council Members - None


Jacqueline L. Taylor
Acting City Clerk